

# On Course



## NAVY PERSONNEL COMMAND

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### Millington commands to be part of NSPS Spiral One

By JO1 Teresa J. Frith,  
NAVPERSCOM Communications

Five elements in Millington have been chosen to participate in the National Security Personnel System (NSPS) Spiral One, the first stage of the implementation of the new civilian personnel system: the Bureau of Navy Personnel, Navy Personnel Command (NAVPERSCOM), Navy Recruiting Command, Navy Manpower Analysis Center, and Navy Personnel Research, Studies and Technology. Additional components of the command in Washington D.C., and throughout the country will participate in later phases.

"Being on the leading edge of this implementation is a wonderful opportunity for our organization," said Vice Admiral Gerald L. Hoewing, Chief of Naval Personnel. "As participants in the initial conversion, we can help the Department of Defense lead the way in transitioning the civilian workforce to a modern, agile human resources system, which facilitates both the achievement of our Human Capital Transformation goals and the effective execution of our National Security mission."

Spiral One will include about 300,000 Department of Defense employees, and will be rolled out in three phases over the next 18 months, starting in July 2005. The announcement of the first phase gives the chosen elements time

to prepare for the conversion.

"Training is going to be the key in getting this started," said Michael J. Higgs, NSPS Project Manager and Change Agent for NAVPERSCOM. "First, we will put together a training team from amongst our people here. 'Train the trainer' sessions will be conducted starting in March, with classes scheduled for everyone else within the next few months."

This will include instructions in skills such as interpersonal communication, team building and conflict management to help people adjust to the upcoming changes. Information on training materials can be found at <http://www.cpms.osd.mil/nsps> or in the E-Learning section of Navy Knowledge Online at <http://www.nko.navy.mil>.

Over the next few weeks, updates to NSPS Spiral One and other information will be available via the NSPS website at <http://www.cpms.osd.mil/nsps>.

"We understand that people are apprehensive about change," said Higgs. "Navy working groups are working hard on these issues. NSPS is slated to provide a more efficient, more responsive system that helps protect employee rights, and gives us the ability to rapidly hire people when the need arises."

[\(click here for more information.\)](#)

### News You Can Use

**"We are challenging every assumption,"  
says CNO Adm. Vern Clark**

**Task Force Uniform announces E-1 through  
E-6 service uniform concepts**

**New Civilian Personnel Rules govern how  
NSPS system to operate**

**NADAP brings message to leaders at  
training summit**

**Memorandum for all NSPS Spiral One  
employees**

**New pay system starts with 60,000 Defense  
Civil Service employees**

**2005 Basic Allowance for Subsistence rates**

**Sea Warrior to helm Sailor's future**

### Recent NAVADMINS

**026/05** FY-05 Early  
Transition Program

**273/04** Guidance for  
issue of GWOT Medal

**020/05** Selective  
Reenlistment Bonus

**263/04** Professional  
Military Education

**004/05** Sea Warrior  
JCMS Announcement

**253/04** Enlisted Supervi-  
sor Retention Pay Program

**290/04** Assignment  
Incentive Pay Program

**251/04** U.S. Citizenship  
for Navy Members

**282/04** 2005 VITA  
Electronic Tax Filing

**247/04** Navy's Web  
Presence Changes

**280/04** 2005 CPO  
Selection Board Info

**244/04** Special Leave  
Accrual

## Bupers new website “goes live” with brand new look

by JO1 Teresa J. Frith  
NAVPERSCOM Communications Office

Months of sorting through over 19,000-plus web pages is over, as the new Bureau of Naval Personnel (BUPERS) website went live on Jan. 20 with a fresh, visually-pleasing design and a user-friendly navigation system that makes it easier to find needed information. Visitors to the <http://www.bupers.navy.mil> URL are now re-routed to new homepage, but you can go there directly by typing in <http://www.npc.navy.mil>. Since the new site went live, the old pages are now inaccessible.

For the past several months, the website has been undergoing a major restructuring and consolidation process designed to ensure the most accurate, current and useful information will be available to Sailors, civilians and their families.

“We are working to make the transition as seamless as possible for everyone,” said Bridgette Decent, Navy Personnel Command Web Content Manager for the project. “We have over 90 percent of the old pages mi-

grated over to the new site. From the authors who created the pages, to the editors that approved them and the supervisors who sent their people to the WCMS training, the whole project has been a tremendous team effort throughout the command to get it up and running.”

Decent also had praise for the “behind the scenes” people who have worked to ensure the website is ready to go live. “There has also been a lot of teamwork between the technical team in PERS-34, the training team in PERS-331 and the functional team in PERS-632. Their work on the administrative issues helped get the website off the ground and running.”

The new homepage features seven main categories: boards, officers, enlisted, support and services, organization, career information, and a reference library. The first five are accessible by either clicking on a photo above the category title, or by clicking on it via a list of the categories above the photos. The photos feature Navy topics and will change periodically. The other two categories can be reached by clicking on the appro-

priate title. All seven have clickable drop-down menus that list additional information pertaining to that subject. Once the technical issues are worked out, authorized users will also be able to login to access restricted areas such as the local BUPERS intranet, or other protected sections.

The site offers a choice between a low bandwidth and a high-speed version of the website. The low bandwidth is for customers without access to a high-speed connection such as DSL or cable and must use a dial-up access. It will also make the site more accessible to Navy ships while they are deployed. The website is fully compatible with all government accessibility requirements, as well as all Navy and Department of Defense regulations.

Visitors are encouraged to give their feedback on the new site by clicking on the “email the webmaster” link at the bottom of each page. “The new site will be easier to update and new content will be added daily,” said Decent. “So visit often so you won’t miss out on something important.”

## Active duty augmentation process in transition

by JO1 Teresa J. Frith  
NAVPERSCOM Communications Office

Active Duty Augmentation (ADA) is used to temporarily reassign personnel to fill emergent contingency support billets or to meet Combatant Commander joint manpower requirements. With the increasing demands on all the Services to support the Global War on Terror (GWOT), Navy will be providing an increasing level of personnel being temporarily reassigned to support ongoing operations in the Middle East, USEUCOM and Guantanamo Bay, Cuba.

Currently, Sailors assigned to these billets are on TAD orders. The Navy historically has limited such temporary reassignments to 179 days away from a Sailor or officer’s permanent duty station, consistent with TDY entitlements normally allowed by the Joint Federal Travel Regulations. However, SECNAV has authorized extended TDY entitlements, if necessary, to support longer reassignments in support of the GWOT. Alternatively, Sailors may be issued PCS orders to these positions as appropriate.

“Active duty augmentation is nothing new. The Navy has been supporting its joint partners for many years,” said CAPT Brian Marks, Director, PERS-46 Augmentation Branch. “Previously, however, the individual augmentation requirements were fewer and easily filled with Sailors on six-month TAD orders. The trend is now changing toward elevated and sustained requirements which make it difficult to fill with short-term, temporary orders.”

In order to best adjust to these new requirements, a working group has been formed to revise the Active Duty Augmentation process to integrate with Navy’s manpower system and facilitate issuance of longer duration TDY and/or PCS orders within the context of our existing distribution process.

“We foresee that the need for Navy augmentation is going to be long-standing,” said Marks. “By integrating augmentation into the distribution and assignment process, we will gain much-needed visibility of requirements, manning impacts on losing commands, and systemic visibility of personnel

being reassigned in support of contingency operations.”

At this time, there are over a thousand billets being filled on various joint task forces throughout the world. The existing “rip-to-fill” process used now to put people into those billets puts strain on the Sailor, his or her command and the command they are receiving orders to, because there is little stability in predicting the length of the stay, or who will replace the current billet holder at the end of the TAD assignment. By using longer duration TDY or PCS orders, the loss would happen as a normal part of the transfer process and provide more stability for everyone concerned.

“PCS orders for augmentees are beneficial for the Sailor, his/her family, and the gaining command in theatres,” said CAPT Lofink, Deputy PERS-4, Career Management Department. “First, the Sailor will have choices through orders negotiation. Notification time to prepare for deployment and make personal family arrangements will be increased, giving the Sailor predictability and stability in

*(click here to read full story)*

## Spishock Technical Library offers research materials, other pubs

by JO1 Teresa J. Frith

### NAVPERSCOM Communications

The Spishock Technical Library held a grand re-opening on Wednesday, Jan. 19. Located in the Capadanno Bldg. 785, Room 159, it is part of the Technical Program Support Office, Navy Personnel Research, Studies, and Technology (NPRST).

"This is a beautiful library and a wonderful facility," said CAPT Ronald Zaperach, Deputy Director of NPRST. "It contains an unbelievable amount of information that can be used for research or college studies."

The library's holdings include over 20,000 books and periodicals, and over 85,000 reports from various government and commercial agencies. It also provides access to DoD and commercial databases. Major subject areas included in the collection are industrial, organizational, social, applied and educational psychology, as well as military

science, computer technology, operational research, and a wide variety of military and technical journals and magazines. Additional materials may be available through an inter-library loan.

New users must come to the library to fill out the necessary forms to get a library card. Materials may be checked out for one month, except for journals and reference materials, which can't be removed from the library.

The library is open to NPRST staff, summer faculty, contractors, NAVPERSCOM, NSA Mid-South, and Commander, Navy Recruiting personnel. Others can use the materials, but can't check them out. If a command would like to be added to the access list, they must fill out a memorandum of understanding with the library.

The library is open Monday through Friday, 9 a.m. to 4:30 p.m.; it closes from 11:30

a.m. to 12:30 p.m. for lunch.

"The library is a nice place for someone to come down to have a quiet place to read or study," said Librarian Genni Alrledge. "You can come on down to get materials for a college term paper, or just stay and read something from our selection of computer and military magazines. We also get new books in on a regular basis."

If you can't visit the library in person, some of the material can be accessed through the Internet by going to <http://www.nprst.navy.mil/ResearchSearch.htm>. This will allow access to holdings in the library's master bibliographic file using the Scientific and Technical Information Library Automation System (STILAS).

"We just want people to know that we are here and available for use," said Zaperach.

## 2005 Basic Allowance for Housing rates announced, charts available

### Special release from the U.S. Department of Defense

WASHINGTON (NNS) — The Department of Defense released the 2005 Basic Allowance for Housing (BAH) rates Dec. 14, continuing the department's initiative of reducing military members' out-of-pocket housing costs.

In total, the planned increase in housing allowance funds for fiscal 2005 above the fiscal 2004 amount is about \$2.5 billion. The 2005 rates represent the final phase of the planned buy down in out-of-pocket housing expenses. Other components of the increase are geographic rate protection and housing cost inflation.

Out-of-pocket expense, the portion of the typical member's housing cost that the member is responsible for, has been reduced from 3.5 percent last year to zero this year. The 2005 rates represent the final phase in a series of steps taken to bring the average member's out-of-pocket expense to zero by 2005. However, the actual expense for an individual may be higher or lower than that average, based on his/her actual choice of housing.

Three components are included in the BAH computation:

- Median current market rent
- Average utilities (including electricity, heat, and water/sewer)
- Average renter's insurance

Total housing costs are calculated for six housing profiles (based on dwelling type and number of bedrooms) in each Military Housing Area (MHA). BAH rates are then calculated for each pay grade, both with and without dependents. An estimated \$12.3 billion will be paid to more than 910,000 service members in 2005.

Data are collected annually for approximately 400 MHAs in the United States, including Alaska and Hawaii. An important part of the BAH process is the cooperation from the services and local military housing offices in the data collection effort. Input from local commands is used to determine in what neighborhoods data is collected and to direct the data collection effort towards adequate apartment complexes and individual housing units.

For members with dependents, average increases in the BAH are approximately 8 percent. A typical E-4 with dependents, for example, will find his/her BAH about \$47 per month higher than last year. An E-8 with dependents will have about \$60 more

in his/her paycheck.

An integral part of the BAH program is the provision of individual rate protection to all members. No matter what happens to measured housing costs, an individual member in a given location will never see his/her BAH rate decrease. This policy assures that members who have made long-term commitments in the form of a lease or contract will not be penalized if the area's housing costs decrease.

Geographic rate protection has also been provided to members. Geographic rate protection maintains a BAH rate at last year's level while the planned buy down in out-of-pocket expense is phased in. Geographic rate protection means that newly arrived members to an area will not see BAH rates that are substantially less than current members' rates.

The continual improvement in housing allowances represent the Defense Department's commitment to the preservation of a compensation and benefit structure which will provide members with a suitable and secure standard of living that will sustain a trained, experienced and ready force in the future. ([Click here for charts by location](#)).